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Acting Chief, Security Control Staff  
Chief, Investigations Division

18 June 1948

Acting Deputy for Security

Contacts Program (*Security clearances*)

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A meeting was held today, 18 June, with [redacted] and others of the Contact Branch, concerning the security clearances necessary for the Contacts program. Basically, we were informed by Contacts that the original conception of from 80 to 100 Contact cases is completely inadequate in view of the fact that Contacts has expanded their field operations over 100%. They estimate now that from 225 to 250 cases involving the development of contacts or sources in the field will result each month. This office, of course, can service only so many and in order to hold this to a minimum Contacts has agreed to establish a Screening Section in Contacts to insure the following:

(1) That the request is legitimate and is backed by a collection requirement.

(2) That adequate background, both from the [redacted] office and from contact sources in CIA, has been obtained for security investigation.

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(3) That only those cases where urgency and priority have been proven and established will be so certified to I & S.

(4) That adequate control of all requests for transmission to I & S will be established.

It was agreed at the meeting that the security aspect of this program will not be put into effect until instructions have been issued to the field offices, Contact Branch, and they begin to submit cases in accordance with the program. In order to set the program on an established basis the following must be set forth:

(1) I & S to furnish Contacts Branch a statement of basic information required for the development of security evaluation of contacts ([redacted] will be in a position to furnish this statement).

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(2) I & S to prepare a statement defining the meaning and application of the categories of approved, limited, and disapproved, for the guidance of the [redacted] Contacts Branch.

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(3) Contacts will draft an instruction incorporating the above for circulation to all field offices for security action in regard to the Contacts program.

(4) This instruction will also set forth that all contacts must be security cleared in advance prior to development for information purposes; that disapproved contacts will not be approached under any circumstances for development unless I & S specifically grants an exception; that the field offices and Contact Branch, CIA, will develop, to the greatest extent possible, all information prior to transmitting such requests to I & S for security development.

In order that the definition of the limited category will be fully understood, this draft should be closely coordinated with Contacts Branch in order that there will be a full meeting of the minds as to this category.

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██████████ is fully familiar with the program and is aware of all requirements pertaining thereto. Work on this should begin immediately, and in the interim the contact cases should be processed in the routine manner until the new program is fully established.

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